



## PETITION FOR REVIEW

The City of Mankato has high standards for the correct, fair and consistent application and enforcement of all laws. However, if you feel you have been treated in an unfair manner or need an extended time for compliance, you have the right to petition for a review of the order. The review may be either: (1) an appeal of the inspector's decision, (2) to apply for either a variance, or (3) seek a Plan of Corrective Action (PCA).

**Appeal**: an appeal is used when you disagree with an inspector's decision or interpretation. An appeal seeks to modify or overturn a decision.

**Variance**: a variance from the Housing Code (Chapter 13) seeks an alternative to the written law due to the practical difficulties of complying by the letter of the law. The difficulty can be due to construction problems, lot size, placement problems, or the extreme financial impact of complying with the letter of the law. Variances will not be given on life safety issues unless an alternative means of compliance is available. A variance, if granted, is not permanent but instead allows the existing condition to remain until a better solution becomes available. The variance becomes a legally binding attachment to the property's record. **This form is not to be used for zoning variances.**

**Plan of Corrective Action (PCA)**: a PCA is a long term plan for correcting major problems and is negotiated by all parties. It is legally binding and will be enforced by the Department of Public Safety.

I would like to apply for a (an): ☐ Appeal ☐ Variance ☐ PCA

(Use a separate form for each process requested)

Briefly describe the situation--give exact dimensions, directions and reasons:

Address of property on which the order was written:

<b>Owner information:</b>	<b>Agent information:</b>
Name:	Name:
Address:	Address:
City and Zip code:	City and Zip code:
Phone:	Phone:

Rental license number if known: \_\_\_\_\_ Date license issued (if known): \_\_\_\_\_

**Process**: This form must be filed with the city clerk **within 10 days of the receipt of the order**. It may be delivered, mailed, or faxed to: City of Mankato

Community Development  
P.O. Box 3368  
Mankato MN 56002-3368  
Phone: (507) 387-8620

Fax: (507) 387-6845

For office use only

Received by:

Date: